



APA Colorado Board Meeting Minutes

January 11, 2007
Parsons Brinckerhoff Conference Room
Denver

1. Opening Remarks – James van Hemert

2. Old Business

a. Approval/Correction of December Minutes

Jeremy asked for a change to the minutes. His statement about a bold move was in regards to support the continuing education credits financially. Joe Frank made a motion to accept the minutes with this change, Jeremy seconded – APPROVED

b. Conference on the Economic Aspects of Open Space Land

Don Moore contacted James regarding the Plan Jeffco Conference. Bill supported a request for sponsorship funds as it is a free event. Bill made a motion to allocate \$250 for sponsorship and AICP fees for the Conference, Todd amended, stating the funds could come from different areas of the budget - \$100 sponsorship, \$150 AICP cm, seconded by Scott. Joe Siccardi made a comment about providing sponsorship and CE credits. Joe Frank also has hesitancy about the attendance. - APPROVED

3. Secretary/Treasurer's Report – Leah Dawson

Bill made a motion to approve the Financial Reports, Lindsey seconded – APPROVED

4. Strategic Plan

The Board Meeting was adjourned at 11:30am, and the retreat to address the Strategic Plan began (separate notes).



APA Colorado Board Meeting Notes

February 1, 2008
Parsons Brinckerhoff Conference Room
Denver

1. Opening Remarks – Dale Case

What makes a quorum? Russ is resigning from the Board – send interested individuals to Denise or Dale

Joe had 30 , Boulder had 30 , DRCOG had how many? Find out how many are AICP – Gunnison -Joann Williams jwilliams@gunnisoncounty.org 970.641.7929 – Density, Susan Lehman, 970.221.6376

2. Old Business

- a. Approval/Correction of January Minutes
- b. PIC Update

Dec had 57 students, solid revenue with still minimal marketing, Marketing Plan was completed and Adopted (send to APA Colorado Board)

Econ & Demo approved for AICP credit, offering free to PDOs for 6 weeks

Rebecca Leonard has worked with Texas APA and they are interested in a PIC program

Follow up with Lindsey about Environmental instructors

Joe would like to contact Jacob and James about the Trans class.

3. Secretary/Treasurer's Report – Leah Dawson

4. New Business

5. Administrator Items – Denise Henasey/Ryan Loomis

Central location preferable most of the year – 2 already scheduled far away, maybe one or two more

6. Other Reports:

- a. Frank, Joe - North Central

Hosted the webinar conference – very successful and will continue to buy

- b. Guthrie, Katie - Western Planner Representative

Western Planner had their Board retreat, next conference is Aug in Cheyenne. They would like to plan/partner 2011 4 corners conference

- c. Healy, Bill -South Central

- d. Klop, Jeremy - Vice President of Communications

Jeremy met with Denise and created timelines and themes for future newsletters.

Jeremy plans to raise the quality of the newsletter.

e. Kralovec, Will - Student Representative

March 14th student/board/faculty happy hour

f. Royce, Lindsay & Bressler, Scott – Metro

Innovative Stormwater Techniques - Lindsey used the database to solicit volunteers

Research paypal usage

g. Siccardi, Joe - Public Official Representative

h. Sutherland, Michael - Professional Development Officer

Need instruction on how to log in your CM – it seems complicated and disorganized – Mike will send a message to PDOs and National

Follow up with Jesse, to get Brownfield online

November ACIP results not released yet

Need to set up an AICP training Feb/March – Janice in Boulder willing to help

i. Tucker, Todd - Vice President of External Affairs

Business cards for officers (PIC too)

j. van Hemert, James - President-Elect

James will be out for 11 weeks – June 17 back and ready to assume Presidential responsibilities

k. Westbay, Steve - South West

County is sponsoring the next APA webinar. Interest in HB1141. Concerned about trans basin diversion, is that an indirect consequence?

l. Wood, Susan - Legislative Committee

Douglas Cty and Jefferson Cty does more than HB1141 requires (apply it to commercial and residential as well), a very complicated issue. Susan will try to synthesize the concerns/comments and make a decision about APA Colorado's position (is good planning – but worried about details)

HB1278 would limit eminent domain powers of RTD – this effectively blocks public/private partnerships. APA Colorado has never supported abuses of eminent domain – but, this might not be. Bill stated he thinks there are more negatives than positives. James said that National advocates the statutes should be as broad as possible, not focusing on narrow issues or specific instances. General discussion to oppose this Bill. Will add to the Legislative Com agenda and forward opinions afterwards.

m. Clark, Tom – CU Denver Representative

John Barbour is new

n. Dibble, Paul - North West

See what Grand Jct staff could help you with

o. Forrest, Russ - Central Mountains

7. Other Business

CONFERENCE CALL INFO: dial 1-888-583-8344 and
enter access code 0190516#

CML Conference, Bill and Katie on panel – Kyle Dalton in Durango

No:

Leah

Paul

Will

Todd

Maybe

Susan

Call

Joe F.

Joe S. (303.808.3201 or 303.278.0223)

Dale

Steve, Bill, Joe, Joe, Michael, James



APA Colorado Board Meeting Action Items

March 14, 2008

1 - 4pm

Parsons Brinckerhoff Conference Room, Denver

Dale is requesting to be on CPC Agenda in Vegas, He needs PIC brochures and information to tell the other Chapters.

The Board would like to ask Morgan to create a Pro Bono Program. Denise will follow up.

Todd will create a list of potential groups for targeting, attending conferences or offering sessions, etc. Ryan can assist with research. (Suggestions: Colorado Environmental Coalition, check with Susan as a stronger tie to this group could have helped Legis Committee)

PIC is looking for Instructors, Board is encouraged to spread the word, recruit or write a class! Todd will contact President of CAR. Denise to send copy of PIC Marketing Plan to the Board.

Denise to offer NIMBY webinar, possibly at Webb Bldg, follow up with Will.

Denise to continue researching credit card options (Suggestions: National or maybe CANPO)

Ask national or canpo if we can get in on their credit card

Russell George – CDOT- came from natural resources, Susan has heard him speak

David Mallory and Michelle for Weds Workshop

Joe Frank, Scott and Abby to be Nominating Committee

Invite Graham to April meeting to discuss AICP

1. Other Reports:

- a. Wood, Susan - Legislative Committee

Linking transportation to land use this year PI, but could be more part of the drafting process next session....

- b. Frank, Joe - North Central

- c. Guthrie, Katie - Western Planner Representative

- d. Healy, Bill -South Central

- e. Klop, Jeremy - Vice President of Communications

- f. Kralovec, Will - Student Representative (scholarship)

Asked Will to write up criteria for mosaic scholarship

Az has a criteria - joint idea, fac and board

(add a sentence, could be divided, minimum of \$500) – TOP 5 with time to review and make a recommendation -3 board members

- g. Royce, Lindsey & Bressler, Scott – Metro

- h. Siccardi, Joe - Public Official Representative get emails to Joe!

- i. Sutherland, Michael - Professional Development Officer (sponsor request)

Need more information on program content, we will advertise

We will pay for the credits if it qualifies – not money towards reception.

AICP for Colorado pass rate was 74% higher than Nat'l

Set up training for Sat, April 5

- j. Tucker, Todd - Vice President of External Affairs

- k. van Hemert, James - President-Elect

June 17 back - blog on European cool places

- l. Westbay, Steve - South West

- m. Barbour, John – CU Denver Representative
 - n. Dibble, Paul - North West
 - W Slope training in July – possibly a Board morning
 - o. - Central Mountains
2. Other Business
- a. Administrator annual review

National elections – chapter statement on the web

Support Bob Barbour – and a link to position papers

Send an email and ask if there is dissension

Elections are ongoing, direct where to vote – deadline in April

CONFERENCE CALL INFO: dial 1-888-583-8344 and
enter access code 0188356#

Yes:

Will

Scott

Joe S.

Paul

James

Susan

Dale

Bill

No:

Lindsey

Leah

Jeremy

Call:

Todd

Joe F.



APA Colorado Board Meeting Minutes

April 11, 2008

1 - 4pm

Parsons Brinckerhoff Conference Room, Denver

Attendance

Board:

Scott Bressler, Metro

Joe Siccardi, Public Official Representative

Dale Case, President

Bill Healy, South Central

Joe Frank, North Central

Lindsey Royce, Metro

Mike Sutherland, Professional Development Officer

Steve Westbay, South West

Daryn Goodwin, UCD Student (Filling in for Will)

Eric Swan, UCD Student (Filling in for Will)

John Barbour- UCD Faculty Rep

Administrators:

Denise Henasey

Ryan Loomis

1. Opening Remarks – Dale Case

Lindsey Royce started meeting. Dale arrived late. Next meeting is June 6, 2008. No meeting in May.

Denise needs to know when to have July 18th or 19th meeting. This is during West Slopes event. The idea is to mingle with West Slope people. Dale said Friday afternoon is best to hold meeting in Grand Junction.

Website looks great. Graham has problem with sponsorship page. He wants to see sponsorship on homepage, at least a list. Sponsors would be most interested to be on homepage.

Dale needs to finish up Denise's review.

2. AICP Update- Graham Billingsley

Graham approved CM program a year ago. Started off better than expected, now have 832 approved events worth 7300 credits. 50% AICP planners have logged credits. Last year there were 2,000 AICP members at the Philadelphia Conference, and only half have put in credits.

Staff has improved logging process. There will be new AICP interact- included will be your log and tutorial. This should occur in May at the Vegas Conference. Credit entry will be automatic at sessions. There will be 2 stations in Vegas to show how to log. Right now there are 6000 people registered for conference and almost 1700 are AICP.

Graham said six people are resigning AICP, over continuing education requirement. This is in protest.

Survey 3 years ago stated that 27% of respondents said they would not continue being AICP certified if required continued education.

Graham mentioned there are complaints from 2 segments:

1. First segment is 3rd party providers- for profits who say too expensive.
2. Second group is professional development officers- some seen large increases, some not.

Biggest problem at National APA is staff shortage. Turn around time for providers to be AICP certified has been taking too long. There has been some miscommunication. 20% of courses to be registered will reviewed in detail. We lost architect of program and the new replacement unfamiliar with planning until 3 years ago. Fees have been problem. There was a proposal to change fee structure. Current fee structure is \$95 to be provider, with \$50 per credit hour. New option is for a daily and weekly rate regardless size of operation. Daily rate is \$700 and \$1200 per week. This is benefit to large chapters. There is also suggestion for an annual fee. This is based on size of operation, \$2000 to \$5000 per year based on size.

Advanced certifications have been delayed, first one is transportation planning- this is to recognize experts in the field. Rigorous exam of 4 or more hours will be required. Graham is advocating for oral exam. Want to elevate top notch people.

As far as marketing AICP, Graham has administered task force. Bob Barber is in charge. Task force is to market AICP outside of planners. Over 1,000 people registered for exam, and APA has never had over 700 people register. Last year was up 20%, and this year up 50%. Survey alluded to fact that people under 30 who become AICP, want it to mean something. AICP credit requirement provides this meaning.

Part of registration fee for cm is for marketing.

Last Fall's APA chapter conferences across country were up 27%. Virginia had 500 people at their conference, never had above 270.

Feedback from log is helpful.

Mike Sutherland had question. People attended conference or event that has certification ideals, but provider did not register. Is there a way for person to attend a good event to get credit even if provider did not register? Graham said if less than 5 AICP people at event, they can register on own.

3. **Old Business**

a. Approval/Correction of January Minutes

Bill made MOTION, Mike SECONDED. No further discussion. ALL IN FAVOR

b. To Do List

Denise will prepare to do list separate from minutes, do prioritize things that need to be done.

c. PIC Update

Planning Institute of Colorado, to provide continuing education for outside professions.

Bill did to do list. Came to realization that we need to do work outside board meetings. Didn't have quorum for meeting today.

One thing on to do list is that Bill needs to find replacement for Ken Hotard. He prefers some other realtor in metro area. Peter recommended John Russero, Rick Delanoy. Bill wanted to know if Board knows any of these people, but no Board member knew of them. Bill will continue to get recommendations.

Bill received letter back from attorney, notified by patent office that our application for trademark has been accepted. PIC trademarked. Planning Institute is used worldwide.

Status - 5 courses online 3 core classes. Demographic class online. Transportation Planning, a 3 hour course online. It will expand. Legal issues in planning ready for VanEd. Several others in development.

Denise provided list of courses that had number of students attend through February. No statistics on AICP classes, just PIC classes. Bill wants to know if there are repeat students, to see if they move on to other courses.

Course content okay, but there are grammar errors based on surveys. Denise said VanEd cleaning up economics and demographics courses, and one that Todd reviewed.

Bill said that VanEd to edit grammar stuff.

Bill said he will develop budget for PIC. This is on to do list.

4. Secretary/Treasurer's Report – Leah Dawson

Denise- total assets-\$129,566 liabilities and equities \$130,491. Income and expense along what we expected.

New financial committee met, Denise is doing research for them about what to do with savings.

Dale- questions to get answered include

1. How much money do we need to retain emergency backup.
2. Where do we want to spend our money ? Certain programs?
Scholarships?
3. Do we want to continue saving and live off interest?

There has been discussion with other chapters. They provide scholarships , etc.

Denise said we are getting interest and dividends coming to us. CD's are not growing.

No other comments

Joe Sic moved to approve budget, Scott Bressler seconded. ALL IN FAVOR, NO OPPOSED

5. New Business

- a. Ballot

Scott developed list for Metro Rep, which included Jonathon ? and James ? for Metro Area.

Dale said our bylaws said we should have two people for each position. Dale knows both Jonathan and James for Metro Area.

Lindsey is feeling crunch regarding right now. She has asked to maybe work with board on side. She is torn, wants to be involved. She might be Colorado Tomorrow Alliance Board Rep.

Denise said we also want to put electronic voting on ballot. The company she is working with said ballot can be put on website to see if people are comfortable. Denise will draft something for bylaws to allow electronic voting. First she will put on ballot to allow change to electronic voting. This will not take place until a year.

Lindsey name off ballot now.

Available positions on ballot include Metro Area B, Southwest Area Rep, and VP of Communications.

Joe Frank motioned to approve ballot and to allow electronic voting, Joe Siccardi seconded. No discussion. ALL IN FAVOR, NO OPPOSED for balloting and electronic voting.

Central Mountain Rep., Matt Gennett, willing to step in to take Russ Forests position. Dale said we will wait on this one. Look for email.

6. Administrator Items – Denise Henasey/Ryan Loomis

Denise busy with website.

Denise is getting feedback from people that they want to do more events as allied profession.

Katie starts on Monday.

Dale said website needs to show what events are CM events. Denise says they just say if eligible. Dale said we need to color code CM events. Lindsey said we might need to clarify where it says "CM request" to instead say "pending". Dale said we can use CM logo now.

Denise said there will be new logo for courses that are CM certified.

7. Other Reports:

a. Westbay, Steve- Southwest

Denise sending emails about West Slope training. Paul Dibble emailed asking to get reading on how many will be attending. Need to find out who will attend. He is willing to move forward to get people interested.

Steve talked to Durango Planning Director about possible Webinar training. He said Durango willing to provide funding from southwest budget.

Steve got email from Kathleen Curry- 1141 passed the House.

Daryn asked about if West Slope event will provide info on small town planning, and asked if students can attend. Board said students are more than welcome to come out. Lindsey said that there are ways for student to get involved. Steve willing to provide session on small town planning and might see if Sonoran Institute interested being involved.

Denise asked if Mike willing to put together AICP training for Saturday July 19th.

Denise said can put together survey to regions to get attendance interest and timeframe for event. The West Slope Event will probably be 4 credit training.

b. Barbour, John- CU Denver Representative

Our undergraduate program is shifting to environmental design issues. Want to connect undergrad programs with community at large.

Dale asked if CU Boulder students member of APA Colorado. John said member of APAS.

Dale asked if any ties with grad student program. John said all faculty under same umbrella. .

c. Dibble

Not present

d. Susan Wood

Not present

e. Frank, Joe

He will work on finding someone for Awards Committee.

f. Guthrie, Katie - Western Planner Representative

Not present

g. Healy, Bill

Nothing new to report.

h. Klop, Jeremy

Not present

i. Kralovec, Will

Daryn Goodwin and Eric Swan filled in for Will.

Daryn said that Vice President of Student APA will be responsible for coordinating newsletter.

j. Royce & Bressler

Held a Storm Water Management AICP event in Feb. Feedback at event was to have more sustainability speakers. Lindsey might call ULI about their green conference to get ideas.

Lindsey briefed us on Colorado Tomorrow Alliance and said they are trying to get projects for smart growth certification. The idea is to get projects around state, and if projects approved by CTA, then they will help with approvals.

Lindsey submitted abstract for session at APA Colorado 08 conference on CTA's efforts.

Denise said she has list of potential green speaker.

Lindsey provided steps in Planning an APA Regional Event.

k. Siccardi, Joe- Public Official Representative

Got list of planning commissioners. Dale was hoping to solicit feedback about trainings at Conference. Denise said we will, and that Joe Siccardi will draft something up about what is important for Planning Commissioners.

Michael has three items:

1. AICP workshop tomorrow morning 9-12 at downtown. There are 7 people pre-registered
2. Next week meeting to pick out sessions for state conference. Any Board members willing to pick out sessions for conference, we will get them in meetings. They can fill in matrix. There are very interesting proposals. Pick out 26 out of 41 sessions submitted. Please let Denise know if interested. Denise will make matrix for selection. This is conference call meeting. Meeting set for April 23 or 24th, this is when Breckenridge available. Joe Frank will be available, Scott Bressler volunteered too.
3. Request from Brownfield's Conference regarding sponsorship request form. They are having hard time wanting to pay for \$400 CM fee for APA CO. Other organizations charge less. Michael asked if APA CO can help fund it. We might be able to retroactively sponsor at next meeting. There are variables that we want to find out, first is to see if part of National Brownfield Program. Denise said we need to tell him yes or no about whether workshop will provide credits. Dale said this is good one to look out because the workshop moves around to all four corners of state. Denise said that she doesn't think local Brownfield Conference is linked to National Brownfield program based on looking at website. Denise and Mike will find more and send out for email vote on whether to provide funding.

m. Tucker, Todd – Vice President of External Affairs

Not present

n. Van Hemert, James- President-Elect

Not present

8. Other Business

Dale said for Agenda for June Meeting that we need to put together criteria for National Community Planning Month in October. Need to develop criteria for pro bono project Katie and Morgan will work together on this.

Denise wants information on Joe Franks Plan VAN.

Adjourned 3:49 pm



APA Colorado Board Meeting Minutes

July 18, 2008
1 - 4pm
URS Conference Room, Denver

Board members in attendance:

James van Hemert
Scott Bressler
Paul Dibble
Jim Hayes
John Barbour
Bill Healy
Leah Dawson
Dale Case
Joe Frank
Joe Siccardi

Susan Wood
Todd Tucker
Tyler Bump

Guest:
Lindsey Royce

Staff:
Denise Henasey
Katie Guthrie

1. Opening remarks – James van Hemert

a. Interview committee recommended Elisha Bartlett for intern position. Joe Frank made a motion to accept the recommendation. Motion was 2nd by Scott Bressler - APPROVED
Administrative structure clarification - the intern will answer directly to Denise and she will start the first week in August.

b. Welcome to Jim Hayes as Metro Rep B, and Eric Swan as Student Rep. Dale mentioned Jim's success with merchandising at the National Conference in Denver. And, congratulations to Steve and Jeremy, who were re-elected.

c. Board actions by email - There was discussion about how this is difficult sometimes, but also necessary. The general consensus for email votes was to have a board member make a motion with a deadline for decision. A "reply all" discussion could follow, or sometimes a simple "yea" or "nay" could be appropriate. In some cases, Todd suggested that a conference call could be setup for deliberation and decision.

d. Agenda improvements - James suggested that we think in advance to identify items for the agenda. Also, distinguish whether the items are "for action" or "for information" and get them to staff 2 weeks prior to the meeting.

e. Fund raising for conference - James encouraged everyone to make a few calls on behalf of Chapter. Staff will prepare a script and include 2-3 suggested contacts for each Board member next week

2. Old Business

a. Approval of the minutes - Joe Frank made a motion to accept the minutes from April and May meetings
Motion was 2nd by Joe Siccardi – APPROVED

b. PIC update - Bill presented status of PIC courses. A \$50 per online course fee was approved by National.
Bill made a motion to appoint Rich Delanoy as a new member to PIC board. Rich is a realtor that specializes in residential and commercial real estate. He is a Denver Planning Commission member and Co-Chair of Denver Board of Realtors Government Committee.
Motion was 2nd by Joe Siccardi – APPROVED

3. Secretary/Treasure report

a. Leah presented the reports to the board.
Scott made a motion to approve the reports.
Motion was 2nd by Jim - APPROVED

4. New Business

a. James indicated that the board needed to designate a Chapter representative for Colorado Tomorrow Alliance. Lindsey Royce indicated her interest in continuing to serve in this capacity. Lindsey reported that CTA has been on hold, but the Alliance is making connections with ACT (see Susan's comments).
Susan made a motion to have Lindsey continue as the Chapter rep for CTA.
Motion was 2nd by Todd – APPROVED

b. James encouraged attendance and said he will keep the meetings on track and to 2-3 hours in length. He suggested that staff put together a proposal for reimbursement to consider at the next meeting. Joe Frank also suggested we should consider video conference option, which is a green approach.

5. Administrator Items

a. Conference update - Denise reported that on September 10, there will be a session at 2pm, the board meeting will be at 4pm and the conference ice breaker will be at 6pm. More email reminders will be sent out and August 6 is early bird deadline.

b. October events - Denise reported that the students and staff are working on putting together a public lecture w/ Dr. Rajiv Bhatia (who specializes in Health Impact Assessment - HIA). It will be a 1-day program and eligible for CM. Tyler gave background info on Rajiv and HIA. He said Rajiv is a good speaker that engages the crowd. We want this to be an event that reaches out to the public as well as allied professions (for participation as well as financial support). John indicated that maybe the UCD's lecture series could contribute

some funds. Deryn Goodwin (Student President) and staff will prepare report for the next meeting.

c. Annual calendar for events

There was a brief discussion about creating such a calendar – it would help with the budget and avoid over-lap. Staff asked that all region reps suggest a month or season for their event at the next meeting.

6. Other Reports

a. Todd Tucker - President of External Affairs

Todd successfully solicited a contribution for the conference ice breaker from Anadarko. He also suggested that the Board send a letter to affiliated professions to sponsor events/activities – Todd has drafted a letter and asked other board members to forward potential contacts to him for more follow-up. Todd also suggested that the Chapter act as a clearinghouse about upcoming events especially CM events. Could other agencies add their events? Denise will check with National about their calendar program.

b. Scott Bressler and Jim Hayes - Metro Reps A and B

They want to move forward with 1-day event in October. Green & sustainability is the tentative theme; Scott, Jim and Lindsey will be involved in the planning.

c. Jeremy Klopp - Vice President of Communications

On Jeremy's behalf, Denise requested the Board to suggest some newsletter themes for 2009, and also consider contributing an article.

d. John Barbour - CU Denver Rep

John indicated that he has worked w/ Dr. Rajiv Bhatia before and concurs he would be a good speaker. He will check w/ Louise at UCD regarding a financial contribution from the lecture series for this event. John also indicated that the faculty will radically change undergraduate program to include 7 studios, and that this change may result in a greater opportunity for the Chapter to be involved with the undergraduates.

e. Joe Frank - North Central Rep

The City of Fort Collins hosted an audio conference from ICMA university "Sustainable communities". They have a 30-day window to present it again.

f. Paul Dibble - North West Rep

Paul is planning a 1-day training on Friday, October 10th at City Hall in Grand Junction. The Deputy District Attorney will present an ethics session, but Paul would also like to include a speaker from the Denver metro area. Breakfast and lunch will be included. Paul also gave kudos to Steve for the recent Brownfields event that was well received.

g. Katie Guthrie – Western Planner Rep

Katie gave an update the upcoming WPR conference in Cheyenne August 6-8. There will be 18 certified sessions and a total of 25 CM available. The organizers are anticipating record attendance. At this Board meeting, there will be discussion of changing Katie's position from APA Colorado rep to an At-large rep, and then Colorado will get a new rep for the Chapter board. James stated that is an honor to have the WPR President here in Colorado.

h. Steve Westbay - South West Rep

On Steve's behalf, Denise reported that the SW Training in cooperation with the Brownfields event was well received and attended by over 50 people.

i. Bill Healy - South Central Rep

Bill gave a brief recap of the session "Hottest topics in planning" that he, Joe Frank and Erica Heller of Clarion gave at the CML conference in Steamboat. He also said that visitability was an interesting, emerging topic covered. Bill suggested a possible topic for regional training - form based coding, which Colorado Springs is developing.

i. Susan – Legislative Committee

1. Claire Levy had indicated she would hold a work session to revise transportation land use connection bill, APA Colorado hopes to have an opportunity to comment, nothing has been scheduled yet.

2. The ACT committee (Action for Communities with Transit) was created as a response to HB 1278 -to limit RTDs use of eminent domain. ACT's mission is to remind everyone why Fastraks was approved initially, pro TOD. ACT has created talking points, if APA Colorado supports the Legislative Committee would create a fact sheet as well. – if ok w/ fact sheet then move forward w/ position Joe Frank asked if there was a downside to partnering with ACT. Susan said we should just be aware that the group is very broad based, there are developers in the group, but she doesn't necessarily see any negatives. Bill asked what the talking points would be used for. The ACT group is trying to be proactive and keep TOD positive, members of ACT would be approaching key legislators.

Joe made a motion that APA Colorado's name be added to the ACT messaging and our fact sheet forwarded to them.

Motion was 2nd by Bill - APPROVED

3. Proactive legislation

Susan talked about the Legislative Survey results, where could we go and what could we do? There are two items to get going for next session:

1. Gil suggested modifying the 35 acre rule, make it permissive – allow government prerogative to remove exemption. Bill agreed that this was the most politically correct way to approach the issue. Jim said he had been involved with this in Adams County and could provide a model.

2. Annexation – this is a way to facilitate regional cooperation, nothing major, just tweak existing statutes and clean up some procedural issues.
3. What to do in 2010? – maybe some big legislation. The Committee is also looking to write some white papers to be prepared to offer responses/expertise on topical issues.

j. Eric Swan – Student Rep

Tyler Bump attended on behalf of Eric Swan and said that the new student officers are willing and excited to be part of the state and national organization. Students are involved with greening of the state conference and volunteering in community. There will be a welcome back picnic on August 15 at 5pm in Washington Park. There will be a follow-up report on the student-sponsored public lecture.

k. Joe Siccardi - Public Official Representative

No report

l. Mike Sutherland - Professional Development Officer

Not present

m. Dale Case - Past-President

Dale reported that the Real World Planning Course did not have enough students registered for the fall term so it has been pulled. He will be working with the University to try and get it on the winter schedule and he remains excited about trying to incorporate the mentoring aspect of the class. Dale still wants to pursue this course and other possible opportunities for APA Colorado to partner with the University.

n. Matt Gennett - Central Mountains

Not present

Other Business

1. Website sponsors

Sponsors were previously listed on the front page of website. Now they are on their own page – some sponsors complained about being behind a button – Denise requested feedback on where we want sponsorship on page and suggested that before the next meeting look at our page and others.

2. Bill mentioned that some smaller communities get new developments and have questions – could APA Colorado offer some guidance as pro bono, etc....or on call professionals –Todd says we should be aware of liability issues. The Board can have a discussion of Pro Bono criteria at a future meeting.

Action Items/tasks

Staff:

- Example of Agenda Attachments Before next meeting
- Send Fundraising info By next week
- Present a calendar for Reps to indicate a month or season to hold trainings By end of year – w/ Budget
- Investigate travel reimbursement and alternate meeting options By end of the year

Reps:

- Review sponsor placement on websites Before next meeting
- Suggest themes for newsletter By end of year
- Forward contacts at allied agencies to Todd Ongoing
- Contribute article for newsletter Ongoing

John

- Check with CU Denver re: funding Before Sept. meeting
- Article re: new undergrad program Fall newsletter



APA Colorado Board Meeting Minutes

August 15, 2008

2 - 4pm

URS Corp conference room, Denver

Board members in attendance:

James van Hemert
Scott Bressler
Jim Hayes
John Barbour
Bill Healy
Leah Dawson
Dale Case
Susan Wood
Eric Swan
Jeremy Klop

Staff:

Denise Henasey
Katie Guthrie
Elisha Bartlett

1. Opening Remarks

a. James van Hemert, President –

1. James mentioned a Megapolitan article (Aug 10, Denver Post) written by Claire Levy
2. James indicated that he will contact Board members individually to discuss the strategic plan. He also said he will be participating in a panel discussion at the Brownfields conference.

2. Old Business

a. Approval/Correction of July Minutes -

Leah made a motion to approve the minutes.

Bill seconded the motion – APPROVED

b. PIC Update – Bill Healy presented a request for a change to the PIC Bylaws. Currently, the Bylaws state the PIC Annual Meeting must be held in conjunction with the APA Colorado Annual Meeting at the State Conference. PIC understands the importance of continuing updates to the Board and membership, but meeting at the conference is problematic. PIC suggests the following, PIC Annual meeting shall be held concurrent with an APA Board meeting in the fourth quarter of each calendar year. The purpose of the Annual Meeting will be the announcement of the election of Officers, presentation of the Budget for the forthcoming year, and transaction of other

business as necessary. Dale requested this addition: PIC will present an Update as part of the Agenda of the APA Colorado Annual Meeting.

This serves as notice and an official vote will be taken at next APA Colorado Board meeting.

3. Secretary/Treasurer's Report

a. Leah Dawson

Leah presented the report. Bill made a motion for approval. The motion was seconded by Jim – APPROVED

4. New Business

None.

5. Administrator Items - Denise Henasey, Katie Guthrie and Elisha Bartlett

a. 2009 Conference Sites

Denise presented a report and asked for feedback from the Board on general locations identified in the spreadsheet. Bill suggested alternating from an urban to a resort location. There was a short discussion about how we've done mountain-plains alternating in the past and that this is basically the same idea/intent. Estes Park would be considered "front range" and is a strong possibility as the location for 2009's conference. There was general consensus that staff would move forward with planning the 2009 conference in Estes Park.

The discussion then turned to 2010 and 2011 conference sites. There is interest in pursuing a 4-corners and Western Planner conference in 2011 – possibly in Santa Fe, New Mexico. Staff needs to confirm Arizona and Utah's interest in participating and that there would be enough space in Santa Fe. Even without AZ & UT, we could have a CO-NM-WPR conference. Since 2011 would be "south", the Board felt it would be important to have the 2010 conference in a location that is "not south".

Dale made a motion to support Estes Park in 2009, "not south" in 2010 and New Mexico/4-corners/WPR in 2011.

Susan seconded the motion - APPROVED

b. 2008 Conference update - Denise gave an update on the conference 17 AICP CM credits will be available and there are 272 early bird registrants,

c. Feedback on New Agenda Item Attachment Form - Bill indicated he would prefer the easiest process, and that the new form appears too bureaucratic. An option would be to just let everyone submit their own information in their own style. The intent of the form is to get information in advance of the meeting. There was short discussion about turning the form

into an Adobe document. Also, it was mentioned that if a motion was required, the action and brief discussion information should be added to the form after the meeting.

d. National Community Planning Month (NCPM) item - Katie briefly went over the three items proposed for NCPM, including an event in Grand Junction, a Metro area event and hand-outs/information at the conference in Breckenridge.

e. DRCOG and APA-AIPC CM Webinars - Denise briefly described the past arrangement with DRCOG and the CM webinars. Jim and Scott support buying the series, but are uncomfortable with DRCOG making a profit. Susan suggested that staff approach DRCOG to indicate that we would be interested in partnering with them again, if we split the profit or our members aren't charged. Jim will consider hosting the October webinar in Northglenn. There was general consensus that the next series of four webinars should be purchased.

6. Other Reports:

a. Hayes, Jim & Bressler, Scott- Metro Reps – Jim mentioned the possibility of a Metro event in October.

b. Case, Dale – Past-President - No report

c. Siccardi, Joe - Public Official Representative - Not present

d. Tucker, Todd - Vice President of External Affairs - Not present

e. Wood, Susan and McNeish, Gil - Legislative Committee Co-Chairs

Susan indicated that the committee will generate white papers and ideally, have them ready by the conference. Claire Levy will be in attendance at the next committee meeting. The Committee hopes that Claire Levy will consider sponsoring legislation on the 35-acre rule – possibly this year.

Another topic that may be pursued is a general clean-up of the annexation statutes, including Annexation Impact Reports and 3-mile Plan requirements.

The Board then had a brief discussion about landlocked cities using Urban Renewal Area (URA) designation for infill development versus greenfield development and the importance of making that differentiation when using URAs. Susan indicated that this is a topic that the committee could consider pursuing and she would report back.

f. Sutherland, Michael - Professional Development Officer

Requests for AICP - CM sponsorships (Longmont & La Plata County)

Katie presented the two requests for CM sponsorships. After these 2 sponsorships, there will be approximately \$572 left for this line item in the budget. There was a brief discussion about the importance of providing support and opportunities in rural areas.

Dale made a motion to provide these CM sponsorships.

Scott seconded the motion – APPROVED

g. Klop, Jeremy - Vice President of Communications – Jeremy reported that the newsletter was sent out on time - congratulations to Denise and her team! They acknowledged that it is getting easier each time.

h. Barbour, John – CU Denver Rep - No report

i. Swan, Eric - Student Representative – Eric indicated that the Student picnic will be rescheduled to sometime in September - after the conference. Students would like to give \$1000 to the Living Streets Initiative (LSI). The City of Denver would combine the monetary contribution with other work the students have completed/will commit to, then recognize the Student Chapter at a \$5000 contribution level. It was clarified that the Student Chapter will need to submit an official proposal to the Board for ultimate approval. Eric said the students intend to contact National APA regarding the use of a logo for the Student Chapter. Eric also reported that 17 new members joined at the new student orientation (there were only 12 new members last year).

j. Frank, Joe - North Central Rep – Not present

k. Dibble, Paul - North West Rep – Not present

l. Guthrie, Katie - Western Planner Rep - Katie gave a brief report on the Western Planner conference in Cheyenne. There were approximately 200 attendees and Wyoming Governor Fruedenthal gave a great keynote speech on the importance of planning in the state. Access it at <http://governor.wy.gov> The WPR Board will accept a recommendation from APA Colorado on a replacement for Katie as the WPR representative. At their meeting in January, the WPR board will vote on the recommendation. Katie indicated that she will start by contacting current subscribers to gauge their interest in and commitment to WPR and ability to serve on the APA Colorado Board.

m. Westbay, Steve - South West Rep – Not present

n. Healy, Bill -South Central Rep - Bill indicated that the South Central section may host a regional event on form-based codes. The City of Colorado Springs and the Downtown Development Authority has a complete draft that is being peer reviewed currently. The event will probably happen

before the end of year, and may be combined with a holiday event. The session would be about one hour and should be CM eligible.

o. Gennett, Matt- Central Mountains – Not present

7. Other Business

a. Conference sponsorship fund raising – James extended a thank you to the Board Members that contacted potential sponsors. To date, \$6,425 has been committed.

b. Pro bono project –Dale indicated that the Board needs an update from Morgan on this topic based on the work she did in Globeville. Morgan had agreed to assist with drafting some pro bono guidelines.

The meeting adjourned at 4pm.

Action Items/tasks

Staff:

- | | |
|--|---------------------------|
| ● Agenda Attachment for PIC bylaws change | Before Sept. meeting |
| ● Contact Morgan regarding Pro Bono update | By end of year |
| ● <u>Present a calendar for Reps to indicate a month or season to hold trainings</u> | By end of year – w/Budget |
| ● Investigate travel reimbursement and alternate meeting options | By end of the year |

Reps:

- | | |
|---|---------------------|
| ● Review sponsor placement on websites | Before next meeting |
| ● Suggest themes for newsletter | By end of year |
| ● Forward contacts at allied agencies to Todd | Ongoing |
| ● Contribute article for newsletter | Ongoing |

John

- | | |
|-------------------------------------|----------------------|
| ● Check with CU Denver re: funding | Before Sept. meeting |
| ● Article re: new undergrad program | Fall newsletter |



APA Colorado Board Meeting Minutes

September 10, 2008 from 4-6pm
Top of the Run Condo, Beaver Run Resort, Breckenridge, CO

Board members in attendance:

James van Hemert
Scott Bressler
Jim Hayes
Bill Healy
Leah Dawson
Susan Wood
Eric Swan
Jeremy Klop
Paul Dibble
Matt Gennett
Joe Frank
Todd Tucker
Mike Sutherland

Staff:

Denise Henasey
Katie Guthrie
Elisha Bartlett

Guests:

Graham Billingsley
Bob Joseph
Bill Johnston

Meeting started at 4:20pm

1. Opening Remarks

- a. James van Hemert, President. James talked about his bike ride to the conference – a 12-hour adventure!
- b. To acknowledge Denise's hard work planning the conference w/ ASLA, James suggested that the Board provide up to a \$200 gift certificate for a day at the spa.
Mike made a motion for the Board to give a gift certificate for the spa to Denise.
Paul seconded the motion – APPROVED
- c. Agenda for Chapter's Annual Meeting (Friday at 12:45pm in Peak 14). James suggested that each board member give a brief introduction of themselves and say one comment about their position or region if appropriate. James will briefly talk about the strategic plan.
- d. Katie provided the tentative dates reserved for the conference facilities in Estes. There was some brief discussion about a Sunday through Wednesday conference vs. a Wednesday through Saturday conference. Possible dates coinciding with Jewish holidays were also discussed by the group. Mike made a motion to approve Wed-Sat Oct 7-10 as the preferred dates with Sun-Wed Oct 4-7 as a back up.

Todd seconded the motion - APPROVED

Katie will confirm the preferred date prior to the annual meeting, where the date and location of next year's conference will be announced. James indicated he will consider organizing another bike ride to Estes next year.

2. Old Business

- a. Approval/Correction of August Minutes. Bill commented that the minutes were well done and he moved for approval

Matt seconded the motion - APPROVED

- b. PIC Update. Bill introduced the bylaws change (see agenda attachment) then he read the proposed language. Todd made a motion for approval of the proposed amendment to PIC bylaws to change date of annual meeting.

Jeremy seconded the motion – APPROVED

3. Secretary/Treasurer's Report

- a. Leah Dawson introduced the reports. Joe asked if there is a policy on how much money to keep in savings. Graham Billingsley provided some background information. Historically, he said the Chapter has kept ¼ of its assets in savings. This seemed appropriate when the amount of assets was smaller. Jim made a motion that Leah review the Chapter's assets, and then come back with a suggestion on how much to keep in savings.

Joe seconded the motion – APPROVED

4. New Business

- a. None

5. Administrator Items - Denise Henasey & Katie Guthrie

- a. Breckenridge Conference update. Denise reported that the Chapter achieved \$10,600 in sponsorships; there were 338 pre-registered, and that preliminarily, it seemed like good idea to provide more sessions on Wednesday and Saturday morning.
- b. National Community Planning Month - Katie reported that there will be a display board and take-aways for NCPM in the exhibit hall.
- c. 2009 conference update – Discussion in addition to that noted above (see 1.d) included Todd inquiring about potential themes for the 2009 conference. Jeremy responded with, "Gateway to Change".

6. Other Reports:

a. Sutherland, Michael - Professional Development Officer

Mike reported that he engaged in risky activities when he signed up for unlimited CM credits that cost \$900 for 2009 with out prior Board approval. He asked for forgiveness. Bill made a motion to approve the \$900 expenditure.

Scott seconded the motion – APPROVED (and forgiven!)

Denise added that because she thought it was retroactive (\$900 for unlimited CM), she registered all conference sessions for CM at an increased up-front cost to the Chapter. Mike responded that our Chapter supports the CM program, and that while the additional expense is unfortunate, the Chapter will still be ok financially and that it's good to keep a long term perspective. Mike then reminded everyone that there will be an AICP exam workshop on Saturday.

b. Frank, Joe - North Central Rep – Joe reiterated that the City of Fort Collins hosted ICMA audio conference and then also enabled other members to “web-in” and watch it again. He also said that the City bought the next CM series of webinars and, like previous webinars, they will invite other planners to attend.

c. Wood, Susan - Legislative Committee - Susan reported briefly on the legislative session at the conference.

d. Case, Dale – Past-President – Not present

e. Healy, Bill – South Central Rep - Bill briefly reported on the recent reorganization of the City of Colorado Springs; he also mentioned the City's form-based code.

f. Tucker, Todd - Vice President of External Affairs – Todd stated that APA Colorado should become a clearing house for professional training, and that he is working on letter to send to allied groups with that message. He also asked if the Chapter should contemplate joining another allied professionals, AIA or others, for a conference again. Bill suggested that maybe the cross-over efforts should be more regional, like the successful event the City of Colorado Springs and ASLA put on. Katie suggested that if another joint conference is going to be pursued, maybe 2010 would be better than 2009 because it would give more time to create the links in communications, expectations, etc. Mike indicated he thinks it might be good to join forces in 2010, and James said the same. James asked Todd

to write up a brief on this idea for more discussion. Todd also added that he is working on a PIC class – the History of Planning.

- g. Dibble, Paul - North West Rep – Paul started with a quote: “(I) We love it when a plan comes together!” -- The A-team (as seen on TV) He is pleased with how well the West Slope event on October 10th is coming together. There will be 3 lawyers discussing legal considerations, and the Board will also hold its monthly meeting from 2-4pm in Grand Junction; this will be followed by a networking/social opportunity.
- h. Barbour, John – CU Denver Rep – Not present
- i. Swan, Eric - Student Representative – Eric presented the UCD Student proposal to sponsor the Living Streets Initiative - (see agenda attachment). It would provide \$1000 to LSI as a sponsorship from the UCD student group. Bill clarified that this money is included in the budget, and then he recommended approval of the request. Leah made a motion for approval of the request.

Scott seconded the motion – APPROVED

Eric also added that the picnic will be rescheduled, maybe as a happy-hour, and that 25 students were able to attend this year’s conference.

- j. Siccardi, Joe - Public Official Representative – Not present
- k. Klop, Jeremy - Vice President of Communications – Jeremy asked for any feedback from the Board on the “big sponsor imagery”? He also indicated that articles on National Community Planning Month and CM will be included in the next newsletter. There was general consensus that these were good topics.
- l. Hayes, Jim & Bressler, Scott – Metro Reps – Jim indicated that they may still get a speaker from the Governor’s office to join the October 8 webinar at DRCOG. Jim and Scott will communicate/coordinate with Bill at DRCOG. Bill said that having a speaker follow the webinar has been successful in the past and it’s good to continue it.

Jim mentioned that there have been many local government team meetings on Fastraks and how it impacts communities, especially in north Denver. Jim questioned if the Board should take a position on Fastraks and its potential impacts on local communities. Jim will write up a brief report on this topic to facilitate a future Board discussion. There was a general discussion about how its important to keep in mind the state-wide importance of transit. Susan offered that transit is good planning and that

the Chapter has been supportive in the past, and that we've fallen back on good planning principles when providing support.

m. Gennett, Matt- Central Mountains – Matt was PRESENT! Denise said his region needs CM training and that maybe, as the Planning Manager with the Town of Avon, he could initiate a training on affordable housing in a resort community and/or downtown URAs.

n. Guthrie, Katie - Western Planner Rep – No report

7. Other Business

1. Todd made a motion to send flowers or provide a charitable contribution in honor of Dale's mother who passed away.

Matt seconded the motion – APPROVED

Staff will follow-up to provide a contribution on behalf of the Board.

The meeting adjourned at 5:50pm

Action Items/tasks

Staff:

- Contact Morgan regarding Pro Bono update By end of year
- Present a calendar for Reps to indicate a month or season to hold trainings By end of year – w/Budget
- Investigate travel reimbursement and alternate meeting options By end of the year

Reps:

- Review sponsor placement on websites Before next meeting
- Suggest themes for newsletter By end of year
- Forward contacts at allied agencies to Todd Ongoing
- Contribute article for newsletter Ongoing

John

- Check with CU Denver re: funding Before Sept. meeting
- Article re: new undergrad program Fall newsletter

Leah

- Review assets then make a recommendation amount to keep in savings Before Oct. meeting

Todd

- Present a brief report on the idea of future joint conferences Before Oct. meeting

Jim

- Present a brief report on Fastraks and local community impacts Before Oct. meeting



APA Colorado Board Meeting Minutes

October 10, 2008

2 - 4pm

Grand Junction City Hall, Grand Junction, CO

Board members in attendance:

James van Hemert
Scott Bressler
Jim Hayes
Susan Wood
Eric Swan
Jeremy Klop
Paul Dibble
Joe Siccardi
Joe Frank
Mike Sutherland
Bill Healy
Dale Case

Staff:

Denise Henasey
Katie Guthrie

Meeting started at 2:08pm

1. Opening Remarks

a. James van Hemert, President

James will be traveling to Washington DC for his first Chapter President's Council and Planners Day on the Hill.

2. Old Business

a. Approval/Correction of September Minutes

Susan added that during the last meeting she briefly reported on the legislative session at the conference. Bill made a motion to approve the minutes with Susan's addition.

Susan seconded the motion – APPROVED.

b. PIC Update

Bill reported that at next week's meeting (10-17-08), new officers will be elected. The annual PIC meeting will be held in conjunction with the next APA Board meeting on November 14th with a start time of 1:30pm – the first half hour dedicated to the PIC Annual Meeting.

3. Secretary/Treasurer's Report

a. Leah Dawson

Denise presented reports on Leah's behalf. The final bill from the conference center has not been received yet, so conference numbers will be presented at the next meeting. Also Leah and Denise met yesterday (10/09/08) to prepare a 2009 draft budget to be reviewed by James and Dale initially, then the whole board will review it at the November meeting. Leah will also present a draft report on investment strategies for our saving and CD accounts. Paul moved to accept the financial reports.

Joe Frank seconded the motion - APPROVED

4. New Business

a. Colorado Legislative Reform for Planning

James made comments at the conference in regards to this subject and wanted to follow that up with a Board discussion. James read the proposed motion, as follows:

MOTION: *Support and direct the legislative committee to continue research, develop partnerships and ultimately to take action on comprehensive legislative reform for planning that may address any or all of the following: climate change, energy, regional planning, mandatory local comprehensive plan elements.*

James started the discussion with the statement that over the years APA Colorado has sought to achieve Legislative reform to support and require better planning at the local and regional level. Climate change, "peak oil" and the continued need for regional planning are converging in a "perfect storm." The political climate appears to be well suited for action. It is likely that many partners would be interested in forming a possible coalition. It is anticipated that this will be a multi-year effort. Susan agreed with this position and added that, based on discussions at conference, there seems to be general support for pursuing this window of opportunity. James said that this motion is intended to provide opportunities to pursue a bill and prefers that energy be expanded to include more sustainability, environmental sustainability and

recycling issues. Joe Frank added that Fort Collins' legislative work plan includes "annexation poaching". Susan concurred that annexation could be added to the list, as should regional planning on both local and state scales. Joe Siccardi asked for clarification on the phrase "takes action" -- is it the committee or the Board? James indicated it's the Board. Susan suggested adding water to list -- Bill clarifies "adequate water supply". Susan agreed with the addition. James said we need to take a comprehensive look at planning legislation -- and find the balance between "too big" and "too little", and that we should start with a comprehensive approach. Susan brought up the 35-acre issue by saying that a group is working hard on this and that APA Colorado has been asked to join them. Susan asked the group whether this topic should be added to the list or if it should stand on its own. James responded that it should stand alone. By consensus, the Board agreed to include the following topics when giving direction to the Legislative Committee: Regional planning including annexation and growth management boundaries, mandatory comprehensive plan elements, and adequate water supply. Bill made the motion to provide this direction to the Legislative Committee.

Dale seconded the motion - APPROVED

5. Administrator Items - Denise Henasey, Katie Guthrie

No report.

6. Other Reports:

a. Hayes, Jim & Bressler, Scott -- Metro Reps

Jim (now acting City Manager for Northglenn) reported on the RTD/FasTracks issue, and said he will provide an update to the Board at the November meeting. Susan added that support can't be overdone, and that APA Colorado support would be appreciated.

b. Case, Dale -- Past-President

Unbeknownst to the Board, Dale had been "going gangbusters" on the nominating committee! He indicated that this momentum will continue.

c. Siccardi, Joe - Public Official Representative

Joe stated that the planning commissioners training at the conference was a good session with good speakers.

d. Tucker, Todd - Vice President of External Affairs

Not present

e. Wood, Susan and McNeish, Gil - Legislative Committee Co-Chairs

Susan reported on the 35-acre issue. Initially, a small change was the idea, but now a group with deep pockets wants to increase the parcel size to 160 acres (like Montana). Susan, Chuck and Sol met with the group, and will look into some aspects for them, including the costs of sprawl and where it is a problem here in the state. Chuck cautioned that the agriculture industry will (probably) be opposed to this, so APA Colorado may not want to be in front. The second issue Susan reported on was the annexation statues, which have evolved overtime. Gil is going to meet with Jerry Dahl. Bill reiterated that we should not forget that some of the small things need to be fixed also – the nuts and bolts. Susan and Bill will create a list of the small things again.

f. Sutherland, Michael - Professional Development Officer

i. Mike provided an update on the CM packages – in 2008 we paid \$3925 for CM credits; the unlimited package costs \$900 - \$450 will be rebated from National. For 2009, the unlimited CM package cost is \$995.

ii. Requests for AICP - CM sponsorships (RMLUI/RIHEL PLACE Training) PLACE training is now only asking for co-sponsorship, which would include using the APA Colorado logo and emails blasts through the listserv. There will be no monetary sponsorship. Mike made a motion to approve co sponsorship for PLACE training.

Dale seconded the motion - APPROVED

iii. Mike also added that the AICP test session in Breckenridge was attended by approximately 12 people, which is a little low. It was a good session because of the help from Aurora, Charlier & Assoc and Breckenridge.

g. Klop, Jeremy - Vice President of Communications

No report

h. Barbour, John – CU Denver Rep

Not present

i. Swan, Eric - Student Representative

Eric said that the student chapter was included in a 9News piece about the Living Street Initiative walking tour where individuals were paired with

impaired people. Eric also announced that the next LSI event will feature Rajiv Bhatia at the Oxford Hotel 7:30 – 10am on Tuesday November 11. Denise added her thanks and gratitude to all students who volunteered at the conference.

j. Frank, Joe - North Central Rep

Joe announced that they had 12 attendees from outside Fort Collins come to the recent APA webinar – great outreach to planners for free CM. Denise has added this webinar location to the Chapter website

k. Dibble, Paul - North West Rep We're having a training seminar!

James said this is a shining example of what can be done around the state. Great work Paul! There might even be a small budgetary influx (ie, profit) from this event. It was identified that having a lawyer roundtable was a great way to get legal credit and that we should keep this format in mind for future training, as it was interesting and informative.

l. Guthrie, Katie - Western Planner Rep

No report

m. Westbay, Steve - South West Rep

Denise reported on behalf of Steve that the webinars from CD lending library are getting spread out in the southwestern part of the state.

n. Healy, Bill -South Central Rep

Colorado Springs is going into dire budget preparations – over 80 positions will be eliminated.

o. Gennett, Matt- Central Mountains

Not present

7. Other Business

Denise and Katie are going to Estes Park next week to tour the conference facilities and hotels. Larry Tim and Joe Frank have offered the help of their staff on the 2009 conference.

Adjourned at 3:50pm

Action Items/tasks

Staff:

- Contact Morgan regarding Pro Bono update By end of year

- Present a calendar for Reps to indicate a month or season to hold trainings By end of year – w/Budget
- Investigate travel reimbursement and alternate meeting options and phone etiquette By end of the year
- Add Fort Collins webinars schedule to website By next meeting

Reps:

- Review sponsor placement on websites Before next meeting
- Suggest themes for newsletter By end of year
- Forward contacts at allied agencies to Todd Ongoing
- Contribute article for newsletter Ongoing

John

- Check with CU Denver re: funding Before Sept. meeting
- Article re: new undergrad program Fall newsletter

Todd

- Present a brief report on the idea of future joint conferences Before Oct. meeting

FINAL



APA Colorado Board Meeting Minutes

November 14, 2008

1:30pm - 4pm

URS Corp conference room, Denver

Board Members

James van Hemert
Joe Siccardi
Dale Case
Bill Healy
Eric Swan
Leah Dawson
Scott Bressler
Susan Wood
Jim Hayes

Joe Frank

Mike Sutherland
Steve Westbay
Todd Tucker

Staff

Denise Henasey
Katie Guthrie
Elisha Bartlett

PIC Board Members

Todd Tucker
Mike Sutherland
Jan Winkler
Korkut Onaran
Bill Healy

1. Opening Remarks by James van Hemert, President

a. Chapter Growth

James reminded everyone that there are two meetings today – there will be the PIC annual meeting after opening comments then the regular APA meeting. He briefly talked about his recent trip to Washington DC on behalf of the Chapter. It included four days on federal policy briefing and a Planner's Day on the Hill. See James' article in the newsletter entitled "What I learned in DC". Based on his experience there, James indicated that the Chapter is definitely on the right track in pursuing "big things". His biggest take home was how important planning is going to become in this country, as indicated by Obama's desire to hire an urban policy director. Planners are in the right field at the right time. Membership at national level is growing, though Colorado is lagging in the middle. Dale asked what are the states that are growing doing? And, do we/should we have a membership committee? James indicated that this will be a future agenda topic.

2. Annual PIC meeting (see attached PIC Annual Meeting Minutes)

3. Old Business

a. Approval/Correction of October Minutes

Susan suggests changes two minor changes. Mike made a motion to approve the minutes with Susan's changes.

Bill seconded the motion - APPROVED

4. Secretary/Treasurer's Report, Leah Dawson

Leah introduced the financial reports. Eric made a motion for approval of the reports.

Susan seconded the motion- APPROVED

a. 2009 Budget – review/discuss draft

The group reviewed the comparative budget that had been emailed out. There was some initial discussion regarding income and expenses. Denise suggested that Board members contact her and Leah directly, either by phone or email with their questions. A list of questions and answers will be compiled and provided to the whole Board at the next meeting.

b. Draft proposal on investment strategies for saving and CD accounts

This item will be fully discussed at next meeting.

c. Sponsorship/fundraising update & handout

Denise presented the brochure and said that if we want to be successful, we need to make contact early enough to be part of their budgetary project. James indicated that he likes sustaining packages and can attest to the importance of phone calls. Denise will develop strategy for board members to use when making contact. Denise will send out initial brochure now then distribute follow-up call/information to Board Members at the December meeting.

5. New Business

No new business.

6. Administrator Items - Denise Henasey, Katie Guthrie and Elisha Bartlett

a. 2008 conference outcome – Denise encouraged board members to read the attached action item for info/update.

b. Meeting dates – James presented the anticipated meeting schedule for 2009 and suggested two changes: January 8 is a Thursday, so January 9 would be the meeting date. Also, he suggested we change the date from Friday March 6 to Wednesday March 4. The 4th coincides with the RMLUI conference so it may be convenient for Board members. This change will be revisited. Jim suggested we change May 1 to May 8th due to timing of the National conference. Also, the October meeting will be during the state conference October 7-10, 2009.

7. Other Reports:

a. Swan, Eric - Student Representative

b. Siccardi, Joe - Public Official Representative

c. Hayes, Jim & Bressler, Scott – Metro Reps

i. Discussion on draft white paper for APA support of FasTracks

Jim presented his draft paper and reiterated that it is important for APA Colorado take a position of the direction of FasTracks projects on behalf of Colorado Voters. Susan commented that she does support it personally, but is going to recuse herself. Susan added that the RTD board held 16-17 public meetings to solicit input. This would be APA Colorado giving input to RTD.

Todd made a motion to approve the white paper, as presented by Jim. Leah seconded the motion – APPROVED

Joe Siccardi opposed; Susan did not vote. All others were in favor.

The Mayor of Northglenn will take over as president of the National League of Cities next year. Jim will co-chair American City Quality Month in April. The celebration will include a media event, school teachings, other trainings, etc. Jim will provide an update to the Board regarding possible collaboration and APA Colorado involvement.

d. Gennett, Matt- Central Mountains

Not present.

e. Tucker, Todd - Vice President of External Affairs

No report.

f. Wood, Susan and McNeish, Gil - Legislative Committee Co-Chairs

i. New contract for legislative liaison, Chuck Malick

In past, the Chapter had a 3-year contract with Chuck. Staff drafted a new contract good for November 1, 2008 thru October 31, 2009. Compensation includes a 5% increase for this year. Beyond the first year, there would be a 3% increase annually. James recommended the contract and increase as proposed.

Joe Frank moved to approve the motion as discussed.

Scott seconded the motion - APPROVED

ii. 35-acre subdivisions - review/comment on draft discussion paper

Susan gave a brief recap of this issue and indicated that any legislation may not emerge until next year.

- g. Royce, Lindsey, APA Colorado Board Representative to Colorado Tomorrow Alliance. Lindsey described a proposal that is seeking smart growth recognition from CTA. It is a 17-unit residential project with below ground parking in downtown Boulder. It is not necessarily a mixed use project and does not include affordable housing on-site. James encouraged Lindsey to continue future communication like this, however James and Bill suggested that Lindsey make the decision as a rep for APA Colorado on her own. Lindsey agreed to make the decision and keep the Board informed.
 - h. Sutherland, Michael - Professional Development Officer
A CM bill will be discussed at next meeting.
 - i. Klop, Jeremy - Vice President of Communications
Newsletter is online. The media committee will meet at Pints at 5pm on Monday.
 - j. Barbour, John – CU Denver Rep
Not present.
 - k. Dibble, Paul - North West Rep resigned. He's term-limited as a pc. We could ask him to unresign – James will call him to ask him to stay
 - l. Guthrie, Katie - Western Planner Rep
No report.
 - m. Case, Dale – Past-President
Dale was asked by UCD to do a comprehensive planning class this fall. While he will receive the full compensation for the class, he wants to keep a tie to chapter by using guest speakers like before. He also indicated that he is working on nominating committee.
 - n. Westbay, Steve - South West Rep
No report
 - o. Frank, Joe - North Central Rep
No report
 - p. Healy, Bill -South Central Rep
No report
8. Other Business
- None.

Adjourned at 4:23pm

FINAL



APA Colorado Board Meeting Minutes

December 5, 2008

2pm - 4pm

**Webb Building, Room 4.1.4
201 West Colfax Avenue Denver, CO**

Board Members

James van Hemert
Dale Case
Eric Swan
Leah Dawson
Scott Bressler
Susan Wood
Jim Hayes

Joe Frank
Steve Westbay
Todd Tucker

Staff

Denise Henasey
Katie Guthrie
Elisha Bartlett

1. Opening Remarks by James van Hemert, President

James presented at the Colorado Brownfields Foundation annual conference last month as a representative for APA Colorado. Also, he wants to reintroduce the “First Fridays” social gathering after each Board meeting. As a result of Paul Dibble’s resignation, James will appoint someone to complete the term and asked for solicitations from other Board members. To continue efforts to make the meetings more efficient and informative, James described the process for getting on the agenda. Approximately two weeks prior to the meeting, staff will send out three items:

1. Draft minutes
2. Action List (essentially a “to-do” list updated monthly)
3. Agenda item form (blank)

The Agenda item form should be used for any information, including action items, reports and or “info only” items. The Action List could be used as a reference. To be on the agenda, a Board member should provide a completed Agenda item form to staff, who will then use it to draft the agenda. The final agenda and complete packet (including all Agenda items) will be sent out the Tuesday before the meeting to facilitate review in advance of the meeting.

2. Old Business

a. Approval/Correction of November Minutes

Todd made a motion to approve the minutes as presented.

Susan seconded the motion - APPROVED

b. Approval/Correction of December e-mail minutes re: new student intern
(**see note below)

c. PIC Update

i. Re-appoint Korkut Onaran (2nd term, 2008-2011)

ii. Appoint Greg Gellar to complete Rich Delanoy's term (expires
2011)

Todd made a motion for re-appointment Korkut and appointment of Greg Geller.

Joe Frank seconded the motion - APPROVED

3. Secretary/Treasurer's Report, Leah Dawson

Leah introduced November financial reports.

Jim made a motion to approve the reports as presented.

Scott seconded the motion - APPROVED

a. Adopt 2009 Budget

James introduced his proposed budget, which he attempted to align with the strategic plan. His "aligned with plan" spreadsheet is a planning tool. Areas of change are identified in yellow. The first area of change is sponsorship, which James suggested be increased to \$13,000. The second area of change is AICP sponsorship, which can be decreased as the Chapter is more aggressive in partnerships and the joint planning of events with other organizations. Steve suggested partnering with the Colorado Association of Floodplain and Storm Water Managers. The next item proposed for reduction is layout line item for the newsletter from \$2,000 to \$1,000. Dale expressed some concern about losing an opportunity for the students and suggested that the Chapter explore other opportunities for students to get them involved in planning efforts. Another area of change James proposed is to eliminate affiliate support for CTA, as he is uncertain of the value of the chapter's contribution. Susan and Dale supported hearing Lindsey's perspective prior to elimination. Denise offered that the Chapter just paid the fee in November 2008. Jim, Joe Frank and Todd supported leaving it out. The group agreed to leave out \$1000 for CTA from the 2009 budget.

The last area of change discussed was the elimination of \$1,000 for a social event at the National conference. There was some general discussion about the opportunity it

provides to meet other Chapter members and how worthwhile it is. Dale added that he felt it was an important opportunity to meet other chapter members. Dale, Joe Frank and others supported keeping something in the budget. The Board agreed to include \$1,000 back into the budget for a social event at the National conference.

Todd made motion to approve the 2009 budget with the above adjustments.

Joe Frank seconded - APPROVED

b. Draft proposal on investment strategies for saving and CD accounts

Agenda item was sent out with the November board packet. Leah initiated a general discussion about timing of renewals and interest rates of the Chapter's assets. Denise indicated that the CDs cover the Chapter conference expenses and the savings account of should cover a month of general Chapter expenses. Leah reported that there is approximately \$47,911 total in 3 CDs and that approximately \$28,000 would be kept in savings.

Leah made a motion for approval of the investment strategy that would combine the Chapter's three current CDs into one, one year CD that could be redeemed in November of each year and that the savings account maintain a minimum of the Chapter's highest monthly general expenses.

Eric seconded the motion – APPROVED

4. New Business – No new business
5. Chapter Administrators Report - Denise Henasey, Katie Guthrie
 - a. Meeting dates – finalized schedule for 2009 CY
6. Other Reports:
 - a. Case, Dale – Past-President

Dale reported that there are eight positions up for election and he continues his efforts for nominations and other committee members. He will also submit some Bylaw clean ups for the next ballot.

- b. Westbay, Steve - South West Rep *No Report*
- c. Frank, Joe - North Central Rep *No Report*
- d. Swan, Eric - Student Representative

Eric reported on the next LSI event – The Economics of Living Streets on Wednesday January 28, 2008. Also, the students are doing community outreach with Pamela Witt at local schools. Eric then invited the Board to an “end of the semester” party next Thursday.

- e. Siccardi, Joe - Public Official Representative *Not Present*
- f. Hayes, Jim & Bressler, Scott – Metro Reps *No Report*
- g. Gennett, Matt- Central Mountains *Not Present*
- h. Sutherland, Michael - Professional Development Officer *Not Present*
- i. Klop, Jeremy - Vice President of Communications *Not Present*
- j. Barbour, John – CU Denver Rep *Not Present*
- k. North West Rep – vacant position
- l. Guthrie, Katie - Western Planner Rep *No Report*
- m. Wood, Susan and McNeish, Gil - Legislative Committee Co-Chairs

Susan reported that Sol Malick met with the 35-acre legislation group this past Wednesday and that the agricultural community cannot support it. Susan passed out a packet of the comments she received from the membership (approximately 20), and concluded that there will not be any 35-acre legislation this year.

Next, Susan discussed the annexation issue. She recapped two approaches developed by the City of Fort Collins in their conflict with Timnath. The question was raised - is it a local or statewide issue? Todd suggests that all laws related to annexation should be looked at to ensure a complete picture. The Board agreed generally that it was a statewide issue and that APA Colorado should continue to explore it, and that the Legislative Committee should continue to report the results of Sol's meeting with CML and key legislators.

Dale reminded everyone that as APA Board members, we do not specifically represent our employer/jurisdiction – we should represent good planning.

- n. Healy, Bill -South Central Rep *Not Present*
- o. Tucker, Todd - Vice President of External Affairs *No Report*

7. Other Business

Elisha Bartlett announced that she accepted an internship with Jefferson County and will be resigning from APA Colorado.

The meeting adjourned at 3:52pm.

****An email meeting/discussion took place after this meeting regarding the hiring of a new intern.**

Dale made a motion to hire Eric Swan at \$15/hour starting Jan 1, 2009 for a maximum of 15 hours a week.

Matt seconded. – APPROVED

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